

**TOWN OF CHESTERFIELD, NH  
PLANNING BOARD**

**Monday, April 17, 2017**

**Present:** Davis Peach, John Koopmann, James Corliss, Joe Brodbine, Richard Aldrich, and Jon McKeon via phone, Rolland Vollbehr (7:10)

**Call to Order**

James Corliss called the meeting to order at 7:04

**Seat Alternates**

Richard Aldrich was seated in place of Joe Parisi  
Jon McKeon was on the phone and requested to join the meeting via phone as he is unable to travel from Maine to make tonight's meeting. There is nobody in the room with McKeon  
*Davis Peach moves to allow Jon McKeon to participate in the meeting via phone. The motion is seconded by Richard Aldrich and passes unanimously.*

**Review of the Minutes**

April 3, 2017

*John Koopmann motioned to accept the minutes as presented from April 3, 2017. The motion was seconded by Richard Aldrich and passed unanimously.*

**Appointments**

**Items for Discussion**

ADU Process - Rod Parsons

The board was previously emailed a memo from Code Enforcement indicating there is an application for an Accessory Dwelling Unit.

Rod Parsons, Janet Surman and Ray Egan were present.

Parsons noted that Surman is seeking a conditional use permit amending an existing building permit. The site plan does not deviate due to the addition of the ADU. The ADU is 503 square ft of finished space. Parsons went over the memo noting that the ADU does not finish off the basement. Parsons noted there is a need for an interior door, and indicated that it will most likely be located on the 8 foot wall. The septic has been approved up to three bedroom and the floor plan is 2 bedroom and the ADU adds only one. Parsons noted that the lot is greater than 60 acres and there will not be an issue locating off street parking.

Corliss asked if a floor was considered a common wall. Peach noted that a floor is considered a common wall. Joe Brodbine noted that the ADU shares a wall with the basement as well and Parsons noted that the entire basement will be heated. Aldrich noted he would feel more comfortable if the board had a full set of plans. McKeon noted that the Planning Board is accepting

the concept of the ADU and the regulations adopted in March, it is up to the building inspector to assure all codes are followed.

The board received a new plan from Ray Egan. It was dated 4/17/17 and shows a bit more detail. Peach noted that he applauds the applicant and contractor on a good job. It was noted that in the future, elevations should be included on the plans, but because this is 300 feet from the road it is not important. It was noted that the driveway on the drawing is a general area, not written in stone.

*Joe Brodbine moves to approve the ADU as requested and based on the drawing of 4/17/17. The motion was seconded by Davis Peach and passed with Vollbehr abstaining.*

Rod Parsons noted that the ADU will need a separate address. Lachenal noted that the Road Agent will give out an address.

### J.B Mac - Southwest Regional Planning Commission

Mac noted that he asked to be added to the Planning Board agenda because the SWRPC is reaching out to all of it's members to introduce themselves and explain what they can do. Mac noted that he knows some of the members of the board because he sat in on a couple of the Master Plan committee meetings.

Mac noted that the SWRPC represents 34 communities in the Mondanock region. It was noted that the economic development side provide block grants for infrastructure projects and deal with potential contamination sites. The transportation side does data collection and research as well as counting traffic, and road safety audits. The local assistance program helped with the Master Plan and also do site plan and regulation review. They can assist in reviewing regulations. The regional data and geographical system provide Towns with maps. SWRPC has a committee that works on conservation and natural resource issues. Mac noted that they do also work on emerging issues such as broadband planning and some energy planning.

Mac noted that a lot of the things mentioned, are included with the dues already paid by the Town. If the Town has specific requests, some fees could be involved.

Corliss noted that the Planning Board has been wrestling with rewriting the sign ordinances and are looking for some good examples. Peach asked if SWRPC could help with dealing with DOT and traffic studies. Mac noted that they could be of help to the Town with traffic information and communications with DOT.

Jeff Scott asked if the town could come to SWRPC with community supported solar. Mac noted that there are currently no programs, but he has been starting to work with people and trying to dovetail the brownsfield project. Mac noted he is learning more about solar arrays and can help with connecting to resources. Norm VanCor noted asked if they advocated for small towns prior the legislative sessions on things that impact us. Mac noted that because SWRPC is a governmental entity, they do not lobby, but the regional planning commissions have someone that speaks to the legislature about things that are important.

It was noted that Chesterfield has a representative on SWRPC and is entitled to 2. Elaine Levlocke is the only current representation from Chesterfield.

### Beach Plans

The board was provided with plans. The revised plans are dated 4/4/17.

McKeon noted that the Planning Board noted previously that the square footage need to be indicated on parcel 5. Corliss noted that the square footage is now shown on parcel 5.

Brodbine noted that there was a question about a discontinued road. McKeon noted that the planning board was asked to look at the plans and make sure they follow the drafting standards, the rest is up to the Selectboard. It was stated that previously a statement on the plan referred to note 5, but there was not a note 5 on the plan. The statement has been updated to coincide with note 3 on the plan.

*James Corliss moves that the Planning Board has found that the plans (revision date of 4/4/17) comply with the Town of Chesterfield drafting standards. The motion is seconded by Davis Peach and passes with Vollbehr abstaining.*

McKeon noted that previously the Board of Selectmen requested the Planning Board sign the plans, but noted during Wednesday's meeting that the Planning Board does not need to sign them. Lachenal will deliver the plans to the Selectmens office to be brought to the next Selectboard meeting on Wednesday night.

### Signs

Lachenal will check with SWRPC about assisting with new sign regulations.

### Spofford Boat Sales

McKeon noted he has not seen the letter yet. McKeon will follow up with Rod Parsons.

### **Items for Information**

#### **Other Business**

Davis Peach noted that he may be interested in being involved in the SWRPC.

*John Koopmann moves that the Planning Board nominate Davis Peach as the Planning Board's choice to represent the Town of Chesterfield on the SWRPC. The motion was seconded by Joe Brodbine and passed.*

John Pieper was in attendance at the meeting as he may be interested in joining a board.

Lachenal noted that the board has received a letter from Cottages at Spofford Lake. The letter will be emailed to the board tomorrow.

### **Items for Signature**

Updated Rules of Procedure

Minutes - March 6, 2017

Minutes - March 20, 2017

### **Adjournment**

*John Koopmann moves to adjourn at 8:14. Joe Brodbine seconded the motion which passed unanimously.*

The next meeting will be held in the Town Offices at 7:30 PM May 1, 2017.

Respectfully Submitted by:

**Patricia Lachenal**  
**Planning Board Secretary**  
Approved by:

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**James Corliss, Chairman**

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**Date**